

**WALDO COUNTY COMMISSIONERS COURT SESSION  
JANUARY 10, 2006**

**PRESENT:** Commissioners John M. Hyk (Chairman), Charles G. Boetsch and Amy R. Fowler. Also present were local Bank Representatives Paul Doody with Union Trust, Jennifer Seekins of Bangor Savings and Cathy Reynolds of Bangor Savings, Treasurer David Parkman, Deputy Treasurer Karen Ward, members of the Press and County Clerk Barbara Arseneau.

**TAX ANTICIPATION NOTE 2006:**

Present with the Commissioners were the people listed above. The T.A.N. bids were received in the following order:

1. Damariscotta Bank & Trust sent a letter indicating that they would not be bidding.
2. Union Trust Bank offered a 3.35% interest rate on the \$4,000,000.00 T.A.N., with \$200.00 credit for checks.
3. Bangor Savings Bank offered a 3.48% interest rate the \$4,000,000.00 T.A.N.

D. Parkman stated that the Treasurer's office had sent a letter to Camden National. In a follow-up telephone call he had been told that they were interested in bidding, but no bid has been submitted. He noted that Key Bank had not responded, either.

J. Hyk asked D. Parkman if he intended to do things differently this year, such as not moving all the accounts over to a different bank than the current bank of Bangor Savings, if the T.A.N. was to be awarded to a different bank this year. D. Parkman responded that this was so, especially if the former bank offered a better interest gain.

The bids were briefly discussed and the Commissioners voted as follows:

**\*\*A. Fowler moved, G. Boetsch seconded accepting the bid from Union Trust.** There was brief discussion and the Commissioners acknowledged the "great working relationship the County has had with Bangor Savings Bank." **Unanimous.**

Paul Moody of Union Trust commented that he had noticed that some of the larger cities are making a three-year commitment for moving deposits. A. Fowler noted that this would be good to remember for 2007.

There was brief discussion of needing the Commissioners to sign the T.A.N. paperwork prior to that meeting. K. Ward would contact the Commissioners, Treasurer and Clerk when the paperwork was available so that they could come in and sign it individually at their convenience.

**TREASURERS REPORT:**

Present for this discussion was Treasurer David A. Parkman and Deputy Treasurer Karen Ward. K. Ward noted that there were two warrants this time, one for the remaining 2005 bills and one for the beginning of 2006.

**REVENUES:**

D. Parkman reported that 7% of the anticipated revenues have been received. K. Ward noted that the Jail Surcharge from September, October and November had arrived late, so this has been added to the 2006 revenue.

#### APPROPRIATIONS:

The Commissioners dispensed with reviewing the appropriations because it was so early in the year. It was noted that York County's board invoice has not been received yet, and had been requested prior to 9:30 a.m. this morning at the latest. K. Ward inquired about how to handle this. G. Boetsch asked if it was possible to wait until the end of business today to see if it would arrive. D. Parkman argued that this had been requested several times and felt that it should be paid in 2006. After a moment of debating, J. Hyk asked each to voice their opinion. D. Parkman stated that he would like to close 2005 now. G. Boetsch reiterated that he would like to wait until the end of business today. D. Parkman reminded G. Boetsch that last year, when Communications Director Owen Smith had not spent money from his capital outlay portion of the budget, the Commissioners made that money go to surplus. He argued that they would be "enabling" if they held off, because York County had been called weeks ago regarding this invoice. J. Hyk asked how much the invoice would be and was told approximately \$30,000.00. J. Hyk suggested a compromise of three minutes from now. A. Fowler suggested a compromise of one hour from now. D. Parkman suggested closing the books without the invoice right now. J. Hyk agreed with D. Parkman and A. Fowler conceded that every effort had been made by the Treasurer to get the invoice to arrive on time.

**\*\*A. Fowler moved, G. Boetsch seconded closing the books for 2005 if the York County inmate-boarding invoice had not arrived by 9:45 a.m. Unanimous.**

J. Hyk asked if anyone had been able to answer the question of what was a comfortable surplus ratio that Bond Council would like to see compared with the budget. D. Parkman replied that if the Commissioners listened to the Auditor, the answer was, "We're fine." If the Commissioners listened to other county treasurers, some hardly have any interest and others have so much they don't have to borrow any money. J. Hyk commented that he believed the County was in better shape than five years ago.

#### RESERVES:

D. Parkman read the list of expenditures from the December 29, 2005 restricted reserve accounts. He then read the list of expenditures from the January 10, 2006 restricted accounts. The amount of money remaining in the Reserve Accounts was \$642,636.22.

#### ESTIMATED SURPLUS:

D. Parkman estimated the surplus to be approximately \$166,723.25, with things the way they stood at this time.

**\*\*G. Boetsch moved, A. Fowler seconded accepting the Treasurer's Report as presented. Unanimous.**

**\*\*G. Boetsch moved, A. Fowler seconded paying invoices from the December 29, 2005 Active/Restricted Reserves in the amount of \$7,765.52. Unanimous.**

**\*\*G. Boetsch moved, A. Fowler seconded paying invoices from the December 29, 2005 regular warrant in the amount of \$103,957.57. Unanimous.**

**\*\*G. Boetsch moved, A. Fowler seconded paying invoices from the January 10, 2006 Active/Restricted Reserves in the amount of \$10,608.36. Unanimous.**

**\*\*G. Boetsch moved, A. Fowler seconded paying invoices from the January 10, 2006 regular warrant in the amount of \$158,502.70. Unanimous.**

**\*\*G. Boetsch moved, A. Fowler seconded paying invoices from the December 30, 2005 regular warrant in the amount of \$108,677.38. Unanimous.**

#### **TECHNOLOGY 2006 DISCUSSION:**

Present for this discussion with the Commissioners was Technology Consultant James Arseneau of J&B Diversified Associates.

J. Arseneau informed the Commissioners that the lease paperwork has gone to legal council, who is still reviewing it. Attorney Michael Trainor is in conversation with the leasing company of Government Capital and he has required some revisions in the wording. J. Arseneau had hoped this would be ready for signing at today's meeting, but it would need to be postponed until later in January, if the Commissioners would be willing to hold another meeting. The Commissioners agreed to meet again on January 31, 2006 to sign the lease and resolutions at that time. D. Parkman inquired about whether he would need to borrow money for technology purchases soon. J. Arseneau explained that the annual lease payment for the CAD system would not be required until August. He did estimate about \$30,000.00 would be needed to order cameras for the Jail.

#### **CORRESPONDENCE:**

Present with the Commissioners was County Clerk Barbara Arseneau. The Correspondence to the Commissioners was as follows:

1. Deputy County Clerk Veronica Spear would reach her two-year step on January 1, 2006 and her pay would increase to \$13.86 per hour. The Commissioners noted this.
2. O. Smith had sent a memo in December that B. Arseneau had inadvertently left out of the correspondence for December 13, 2006 Commissioners Court Session. He notified the Commissioners that, due to extenuating circumstances, he would need to carry over in excess of 80 hours of vacation into 2006. The Commissioners understood and noted this.
3. B. Arseneau explained that the EMA Director's salary had changed with the hire of Dale Rowley and was now reflected as 40,000.00 on the pay scale for 2006, starting at 38,000.00 and increasing by \$2,000.00 through the remaining half of the year, after successful completion of the six month probationary period. The Commissioners signed the revised pay scale sheet for that position under the Appointed Personnel.
4. The County Commissioners reviewed a letter from DRG Specialty Services Archivist Cheryl Coats, inquiring about the Commissioners plans for grant writing in 2006, how much funding there would be for grant matching, an inquiry about the three rooms Commissioner Boetsch had announced might serve as records storage, and whether or not the CAD system lease would allow for a grant application for assistance in funding this from Homeland Security in spring of 2006. The Commissioners requested that they meet with C. Coats on January 31, 2006 and that she bring back some recommendations for funding the Records

Preservation Reserve and possibly County Planning Reserve for grant matching purposes and other possible expenditure.

5. The Commissioners briefly reviewed the grant writing and records preservation contracts submitted by C. Coats. They requested time to review them in greater detail and to suggest possible changes prior to the January 31, 2006 Commissioners meeting.

6. The Maine County Commissioners Association Annual Meeting Notice for January 11, 2006 had been received and B. Arseneau informed the Commissioners that she registered and paid for all three to attend and to eat the luncheon.

7. The Maine Municipal Association Worker's Comp contribution for 2006 will be \$59,308.00. This does not include the audit for 2005.

8. Jane Haskell of the University of Maine Cooperative Extension had sent an inquiry regarding the photocopier the County donated to them. Apparently, it is not being used and they do not wish to pay for the maintenance contract, so they were inquiring about what to do with it. The County Commissioners instructed B. Arseneau to let them know that they should dispose of it properly, either by donating it to someone else, or whatever they chose to do, as it was theirs.

9. The tree on the lawn of the Superior Courthouse that has been decorated with electric lights and a hookup currently supplied by the County will no longer be lit until the next Christmas season. The City of Belfast will reimburse the County for the electricity expended, and Elizabeth Hieronymus, chairman of the group behind this project, will see that a more permanent outside electrical conduit will be established at the City Hall for next season.

#### **JAIL RESEARCH COMMITTEE:**

J. Hyk mentioned that there has been some confusion and negative feelings since the budget process and the subsequent reduction in the County Planning reserve-funding request by the Budget Committee. J. Hyk said he felt that part of the problem was that it was not clear what was to be done. People "were not disposed to listen to a lot of detail" about it. J. Hyk expressed appreciation for all the work that had been done by the Committee. He commented about the request for \$50,000.00 to continue to research the proper approach to a new jail. The Budget Committee did not fund this. J. Hyk remarked that the Budget Committee did budget \$100,000.00 for the Future Land and Buildings reserve.

J. Hyk had a recent conversation with Sheriff Story and expressed that the Commissioners wish to "continue down the road" with the research done by the Jail Research Committee. There are questions that need to be answered, as detailed in the report. He said that some of the questions have to do with possibly building in stages, among other ideas. It seemed that the Jail Committee had arrived at many of the same conclusions that the Commissioners had during 2002-3. Before the County could try another Jail referendum, those questions need to be answered, however. J. Hyk felt that the Commissioners needed to meet with the Jail Research Committee, the consultants of Pulitzer/Bogard who had done the original study and plan, and the architects from SMRT who had been involved. He had asked S. Story to set it up so that the questions could be answered. If there is more that needs to be done to get the questions answered, the Commissioners should move forward with that. An estimate will be needed to determine the cost to get the architects involved.

**\*\*G. Boetsch moved, A. Fowler seconded to try to bring Pulitzer/Bogard, SMRT and the Jail Research Committee together, which would include all members of the Jail Research Committee and those previously involved in the architectural firms. Unanimous.**

B. Arseneau communicated the Jail Research Committee's request that, before they would consider continuing to work along with the County Commissioners, they would need to be a County-recognized committee and acknowledged officially by the County Commissioners

**\*\*G. Boetsch moved, A. Fowler seconded that the County Commissioners officially recognize the Jail Research Committee as a county committee.** There was brief discussion in which J. Hyk suggested that it be further understood that the Commissioners will not be turning over funds to this committee, but with the input of the committee, the Commissioners would be in charge of how the reserves will be expended on this project. **Unanimous.**

A. Fowler volunteered to sit in on the Jail Research Committee meetings in the future.

#### **MISCELLANEOUS COMMISSIONERS' REPORTS:**

##### **RESERVE PLANNING 2006:**

The Commissioners requested that B. Arseneau and K. Ward put together a list of Reserve accounts with the actual balances and recommendations for applying surplus to these in order to bring them closer to the targeted amounts.

G. Boetsch informed the other Commissioners that a selectman had approached him and requested that the County Commissioners Court Session Minutes be sent each month. G. Boetsch suggested that B. Arseneau send these to all the towns. B. Arseneau said that she would do this, and also expressed that it was her goal to put the minutes on the County's Web page in the near future.

#### **POSSIBLE SPACE IN SUPERIOR COURTHOUSE:**

G. Boetsch informed the other Commissioners that he had been researching potential space in the Superior Courthouse. He had contacted the Belfast Fire Chief and also an architect for consultation regarding fire regulations and structural capabilities. He planned to then look at this space with the Archivist to see if it would be suitable space for some of the County Records that are seldom accessed. He did not mean to leave anyone out of this research; he was simply taking it one step at a time. The Commissioners agreed that G. Boetsch should continue to explore this possible space with the architect.

#### **EXECUTIVE SESSION – PERSONNEL MATTER:**

**\*\*A. Fowler moved, G. Boetsch seconded to enter Executive Session for a Personnel Matter as allowed by M.R.S.A. Title 1, 405 § Section F at 10:30 A.M. Unanimous.**

**\*\*A. Fowler moved, G. Boetsch seconded exiting Executive Session at 10:37 A.M. Unanimous.**

#### **EMA REPORT:**

Present with the Commissioners was Dale Rowley, new Emergency Management Agency Director, who had just started working the day before. The Commissioners welcomed D. Rowley and expressed that they were looking forward to working with him. D. Rowley introduced himself and gave the Commissioners a brief report of his goals and plans that he is establishing; some of which would be tracked in a spreadsheet.

J. Hyk inquired about the recent announcement that money was to be received by Waldo County for emergency shelters and wondered if it came through E.M.A. D. Rowley didn't believe so, but would check. The Commissioners asked if the EMA Administrative Secretary had been hired. D. Rowley replied that Olga Rumney had been hired for that position and started on January 3, 2006.

D. Rowley listed some goals including setting up Town Mailboxes, Director's meetings, etc. He explained that he could use a program that would allow people to log on from anywhere. Any town could post training schedules, etc. G. Boetsch asked if this could be put on a WEB site. D. Rowley felt that it could be linked to another website, as well. The Commissioners directed D. Rowley to contact James Arseneau of J&B Diversified Associates for technology items and questions.

## GENERATORS

J. Hyk asked if he understood correctly that the generators could not be contracted for service in the event of an emergency. D. Rowley confirmed that the generators could only be obtained on a "first-come-first serve" basis. There was brief discussion regarding the locations those generators would go to for emergency shelters, including the Troy Howard Middle School. J. Hyk commented that the tank at the Troy Howard Middle School would need to be kept filled, if it ever had occasion to be used. There was discussion about the need to organize and plan for that function. D. Rowley commented that most generators will run for about two days or so, but someone should be checking it daily.

The Commissioners requested that a plan be created by D. Rowley to structure the process for obtaining and operating emergency generators in the event of an emergency situation. J. Hyk felt that there was a need to concentrate on the small towns that have no real emergency plans.

The Commissioners thanked D. Rowley and told him that if they could assist him in any way to let them know.

## WEST CHASE ROAD PETITION:

A. Fowler had spoken with the Town of Jackson and was told that none of the selectmen would be attending the Commissioners Court Session today. B. Arseneau stated that she had not heard whether or not the plaintiffs would be attending. J. Hyk read the petition, which requested that the section of the West Chase Road where Albert and Debra Ludden reside be removed from the list of roads restricted from winter maintenance by the Town of Jackson. The list of ten roads closed to winter maintenance for the next ten years had been passed at a Jackson Town Meeting on September 16, 2005. The Commissioners expressed concern over how they were supposed to proceed. There was brief discussion about whether the petition had to be certified by a notary public. B. Arseneau reported that she had not seen any reference to that requirement in any of the roads statutes.

**\*\*A. Fowler moved, G. Boetsch seconded passing the petition request to an attorney for review to be sure all proper procedures had been put into place and for advice as to what the Commissioners should do or not do.** Discussion: A. Fowler believed that the Town of Jackson had done everything they should do. She did not understand what the Commissioners are supposed to do. J. Hyk agreed that these issues "can be confusing." He believed there may be new or additional legislation regarding this matter and agreed with the motion to send it to an attorney. He said, "I'd like to make sure we get this right and become part of the solution, not add to the problem." **Unanimous.**

**MINUTES:**

**\*\*G. Boetsch moved, A. Fowler seconded accepting the minutes from August 30, 2005 and December 29, 2005 County Commissioners Court Sessions. Unanimous.**

**FUTURE COMMISSIONERS COURT SESSIONS:**

The next Waldo County Commissioners Court Session will be January 31, 2006 to sign the CAD system documents, meet with the Archivist and review any information regarding the West Chase Road winter maintenance petition received by the attorney.

B. Arseneau was instructed to schedule the following items on the agenda for January 31, 2006:

- Meet with Archivist Cheryl Coats
- Briefly discuss more regarding the Jail Research Committee (only if the Commissioners had the funding planned and architect information back from Sheriff Story)
- Technology Consultant James Arseneau to complete resolutions and signing of the CAD system lease
- Robert Fenney – to discuss the three vacant rooms
- Possibly discuss reserves in preparation for February
- Possibly discuss Jail study being done, if available then

After inquiring, the Commissioners learned that the Mil Rate was set on February 8, 2005.

The Commissioners expressed appreciation for and requested that County Clerk B. Arseneau continue to send a “head’s up” document giving them more details about the agenda items to be discussed, as she had done for this meeting and one in December. It was acknowledged that these were public documents and should not contain anything confidential or sensitive.

**\*\*G. Boetsch moved, A. Fowler seconded adjourning the meeting at 11:25 p.m. Unanimous.**

Respectfully submitted by *Barbara L. Arseneau*  
Waldo County Clerk